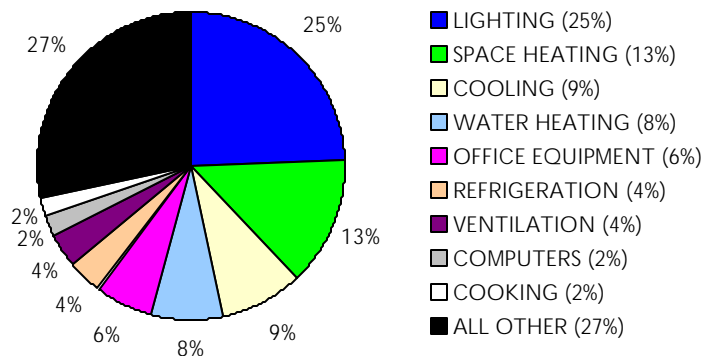


REDUCING ENERGY USE AT THE OFFICE

In Idaho, commercial businesses account for nearly 30% of energy use. Most commercial energy goes toward lighting, heating and cooling, with small amounts being used to power our computers, phones and fax machines or to keep our lunches cold.

AVERAGE COMMERCIAL ENERGY USE, 1999
SOURCE: ENERGY INFORMATION AGENCY



ECONOMIC PROGRAMS AND ASSISTANCE

Investing in energy-efficient equipment or the capital outlay associated with energy-efficient retrofits can usually be recovered within a few years through lower energy bills. The programs listed below may provide assistance to business owners for energy-conservation projects.

Idaho Energy Conservation Loan Program provides low-interest loans to businesses to install energy-efficient equipment. For information, contact the Idaho Department of Water Resources Energy Division at (208) 327-7900 or visit its web site at www.idwr.state.id.us.

Nice3, National Industrial Competitiveness through Energy, Environment and Economics is a U.S. Department of Energy program which provides funding to state and industry partnerships for projects that develop and demonstrate advances in energy efficiency and clean production technologies. Visit its web site at www.oit.doe.gov/nice3.

EPA's EnergyStar Program offers interactive tools, software and benchmarking calculators to help businesses evaluate and track energy use. Visit its web site at www.energystar.gov.

Other Funding Sources: The Environmental Protection Agency, U.S. Department of Energy and other government agencies and programs list assistance opportunities available to businesses. See the More Information section below.



HOW TO CONSERVE ENERGY AT WORK

Both employees and building owners can take steps to save energy. Simple measures by building occupants can reduce energy use by up to 10%. Further savings can come through measures taken by the owner or operator of the building.

Building Occupants

- Turn off the lights when not in your office or cubicle.
- Turn off your computer at the end of the day.
- Use compact fluorescent lighting for desk lights.
- Close blinds to conserve heat in the winter and keep the building cooler in the summer.
- Avoid using space heaters – wear a sweater.
- When purchasing or leasing equipment, look for energy-efficient models.
- Run full dishwasher loads.

Building Owners

- Many utilities offer energy audits to help businesses identify ways to reduce energy use.
- Install timing devices on lights, vending machines and copiers to power down the machines during times of low use.
- Turn off advertising lights on vending machines; this can save up to \$100 a year on energy costs.
- Install programmable thermostats that adjust the heat depending on time of day and building use.
- Replace incandescent exit lights with three- to seven-watt LED exit lights. These lights last longer (up to 25 years) and reduce maintenance costs.
- Buy energy-efficient photocopiers and fax machines. These models use half the energy of regular machines and offer a corresponding cost savings.
- Correct operation and maintenance of equipment, including heating, cooling and office equipment, is essential for obtaining maximum energy efficiency. Check and replace filters often and follow manufacturer-recommended maintenance schedules.
- Landscaping (adding trees or a berm) around a building can provide shade in the summer and protection against wind in the winter – lowering heating and cooling costs and saving money.

MORE INFORMATION

| GROUP | PHONE | WEBSITE |
|--|----------------|----------------------|
| ID DEPARTMENT OF ENVIRONMENTAL QUALITY | (208) 373-0502 | WWW.deq.STATE.ID.US |
| IDAHO POWER | (800) 488-6151 | WWW.IDAHOPOWER.COM |
| ENVIRONMENTAL PROTECTION AGENCY | (208) 378-5756 | WWW.EPA.GOV |
| IDAHO DEPARTMENT OF WATER RESOURCES | (208) 327-7900 | WWW.IDWR.STATE.ID.US |
| U.S. DEPARTMENT OF ENERGY | (800) DIAL-DOE | WWW.DOE.GOV |
| ENERGY IDEAS | | WWW.ENERGYIDEAS.ORG |
| NORTHWEST ENERGY EFFICIENCY ALLIANCE | | WWW.NWALLIANCE.ORG |
| ENERGY STAR (EPA/DOE PROGRAM) | | WWW.ENERGYSTAR.GOV |
| OFFICE OF INDUSTRIAL TECHNOLOGY | (800) DIAL-DOE | WWW.OIT.DOE.GOV |

